

# **HOUSING AUTHORITY OF THE TOWN OF MANSFIELD**

## **REGULAR MEETING MINUTES**

Housing Authority Office

August 20, 2014

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms. Hall, Assistant Treasurer; Ms. Ward, Commissioner; Ms. Fields, Executive Director.

The meeting was called to order at 8:35 a.m. by the Chairperson.

### **MINUTES**

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to accept the minutes of the July 16, 2014 Regular Meeting. Motion approved unanimously.

### **COMMENTS FROM THE PUBLIC**

None

### **COMMUNICATIONS**

None

### **REPORTS OF THE DIRECTOR**

#### **Bills**

A motion was made by Mr. Simonsen and seconded by Ms. Ward to approve the June bills. Motion approved unanimously.

#### **Financial Reports –A (General)**

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the May Financials. Motion approved unanimously.

#### **Financial Report-B (Section 8 Statistical Report)**

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the June Section 8 Statistical Report. Motion approved unanimously.

### **REPORT FROM TENANT REPRESENTATIVE**

#### **Human Services Advisory Committee**

No meeting was scheduled for August.

#### **General Reports**

##### **Fall Picnic**

Mr. Eddy reported that there is interest in a fall picnic. Ms. Fields will speak with the Resident Service Coordinator.

##### **Trimming Back Overgrowth**

Mr. Eddy requested that the overgrowth be trimmed back next to the fire lane on the south side of Wrights Way and suggested that when considering a fence on the north side, the overgrowth should be trimmed back there as well.

### **Poplar Tree that was removed**

Mr. Eddy reported that the regrowth needs to be addressed. Ms. Ward will look into some options to address it.

### **Trash Sheds**

Mr. Eddy suggested that the Quality of Life Committee take up the issue of the trash sheds and had some suggestions on how to combine two existing sheds to a new location, move an existing one to a more convenient spot, and expand the newest shed.

## **COMMITTEE REPORTS**

### **Development Committee**

None

### **Quality of Life Committee**

#### **Wright's Village Fence – Living or Non-Living**

Last month Mr. Eddy requested that the Committee meet and create a survey to obtain feedback on what kind of “fence” residents would prefer, living or otherwise. Mr. Eddy and Ms. Ward created the survey. Ms. Fields will have it distributed to tenants.

## **UNFINISHED BUSINESS**

### **Section 8 Administrative Fees**

HUD has raised the Administration Fee proration from 75% to 79% by using an additional \$41 million in excess carryover advance funds. Even with this increase, the administrative costs of the program are still grossly underfunded by HUD's own calculation.

## **NEW BUSINESS**

### **Budgets**

Budgets were discussed at the Finance Committee Meeting on August 15, 2014. The budgets were generally agreed upon with some changes and additional information being requested. Ms. Fields also provided the Committee with a salary range for a similar position to the Section 8 Coordinator at the Town and State.

Rent increases were approved pending the Rent Increase Meeting. Ms. Fields scheduled the Rent Increase Meetings for each property on September 17, 2014. Should any comments be presented at or prior to the meeting, those comments will be submitted to the Board for consideration at the September Annual Meeting at which time a final budget will be approved.

### **Proposed FMR by HUD**

HUD has proposed to reduce the payment standard (also known as Fair Market Rent “FMR”) for Mansfield, Willington, and Coventry by 2% and increase the payment standard by 2% for Ashford and Chaplin. Ashford and Chaplin certainly need the increase as HUD has decreased the payment standard for both towns over the past couple years. Experience by the Housing Authority dictates that the proposed FMR will be the final FMR. Once the final FMR is established in October, Ms. Fields stated that

she would like to discuss the options and consequences available to the Board. The new 2015 FMR will be effective December 1, 2014.

**Audit Contract**

Ms. Fields received a proposed contract for three additional years of audit services from Roy & Associates. The new contract price represents an increase of 1.5% over the previous three year contract. Ms. Fields recommends approval of the contract.

A motion was made by Mr. Simonsen and seconded by Ms. Ward to approve the three year contract with Roy & Associates, CPA's P.A. Motion approved unanimously.

**MEETING DATE REVIEW**

There will be no change to the September Annual Meeting.

**OTHER BUSINESS**

None

**ADJOURNMENT**

The Chairperson declared the meeting adjourned at 10:03 a.m. without objection.

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Dexter Eddy, Secretary

**Approved:**

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Richard Long, Chairperson